



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Creating Community Through People, Parks and Programs"



Tim Gallagher, Director

October 21, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**ADOPTION OF YOUTH EMPLOYMENT PLANS FOR
ROOSEVELT SKATE PARK AND BELVEDERE PARK GYM FLOOR PROJECTS
C.P. No. 69229 & FUND ORG. No. 27640
(First District - 3 - Vote Matter)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find the project and approval of Youth Employment Plans exempt from the California Environmental Quality Act (CEQA).
2. Approve and adopt the attached Youth Employment Plans (Attachment C and D) for construction of the Roosevelt Skate Park and Belvedere Park Gym Floor Replacement Projects.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended action will allow the Department to construct these projects and fulfill the requirements for reimbursement from the Safe Neighborhood Parks Propositions 1992 and 1996. The Department is requesting your Board's approval of the attached Youth Employment Plans (see Attachment C and D) in accordance with your Board's action on June 26, 1997, requiring the County to adopt Youth Employment Plans for projects funded by the Safe Neighborhood Parks Propositions of 1992 and 1996. The following describes the proposed work at each park:

Roosevelt Park

The facility refurbishments will include installing decorative fencing and a drinking fountain, and replacing the irrigation system.

The proposed at-risk youth work will include demolition of guard rail and mow curb, resurfacing concrete skate pad, installing Skate-wave ramps, information signage, bleachers, trash receptacles, and planting trees, shrubs and sod.

Belvedere Park

The facility refurbishment will include installing a polyurethane synthetic flooring system and striping.

The proposed at-risk youth work will include removal of existing gymnasium wood flooring and its underlayment.

Implementation of Strategic Plan Goals

The building and site improvements planned at Roosevelt Park and Belvedere Park will support two goals of the County Strategic Plan. They include Fiscal Responsibility (Goal Number 4) by investing in public infrastructure to improve the existing gymnasium facility and Community Service (Goal Number 6) by improving the quality of life for residents of Los Angeles County through enhanced recreational activities at the new skate park.

FISCAL IMPACT/FINANCING

Project Budget Impact:

Roosevelt Park (C.P. 69229)

The total estimated construction cost for the Roosevelt Park project is \$230,696, including a purchase order for labor and materials of \$89,200, and a change order contingency fund of \$8,913. The estimated cost for the at-risk youth plan totals \$132,583 (youth employment \$16,359, material costs \$116,224) (see Attachment A). The project is currently scheduled to be completed in January 2004.

The project is funded by:

- Safe Neighborhood Parks Proposition of 1992, under Section (8), Subsection (a), Paragraph (1), provided \$44,771;
- Safe Neighborhood Parks Proposition of 1996, under Section (3), Subsection (a), Paragraph (1), Subparagraph (VV), provided \$24,425;
- State Murray-Hayden Grant \$161,500

Belvedere Park (Fund Org. No. 27640)

The total estimated construction cost for the Belvedere Park project is \$80,000, including a purchase order for labor and materials of \$69,000, and a change order contingency fund of \$4,250. The estimated cost for the at-risk youth plan totals \$6,750 (youth employment \$4,750, material costs \$2,000) (see Attachment B). The project is currently scheduled to be completed December 2003.

The project is funded by:

- Safe Neighborhood Parks Proposition of 1996, under Section (3), Subsection (c), Paragraph (1), provided \$80,000

Sufficient funds are available in the Fiscal Year 2003-04 Capital Project Budget under C.P. No. 69229 for Roosevelt County Park, and in the Department's Fiscal Year 2003-04 Operating Budget for Belvedere County Park to fund the estimated cost of the project.

OPERATING BUDGET IMPACT

The project improvements consist of replacement and improvement of the existing facilities. Upon completion of the park improvements, this Department anticipates no ongoing impact on its operating budget. No startup costs are anticipated at Belvedere Park. Startup costs at Roosevelt Park are estimated at \$700 to purchase equipment necessary to maintain the facility. Sufficient funding is available in the Department's 2003-04 adopted budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On June 26, 1997, your Board established a Youth Employment Minimum Obligation (YEMO) for County projects funded by the Safe Neighborhood Parks Propositions. The YEMO amount of \$15,739,750 is equivalent to 50 percent of the estimated total amount of maintenance and servicing funds, which the County is entitled to receive through the Regional Park and Open Space District assessment. In accordance with the Policy, we are presenting this Youth Employment Plan (Attachments C and D) for adoption by your Board.

ENVIRONMENTAL DOCUMENTATION

The Roosevelt Skate Park project is exempt under the CEQA in accord with Section 15303 Class 3(d), and (e) of the State Guidelines and Class 3(b) of the County Environmental Reporting Procedures and Guidelines. Replacement of the gymnasium floor at Belvedere Park is exempt under CEQA according to Section 2, Class 2 of the State Guidelines and Class 2(e) of the County Environmental Reporting Procedures and Guidelines, adopted by your Board on November 17, 1987.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Both parks will remain open during construction operations. Construction activities required to complete these projects will result in minimal disruption of services. Signs informing the public of the upcoming construction will be posted at each park 30 days prior to the start of construction, and flyers will be circulated.

CONCLUSION

Please instruct the Executive Officer-Clerk of the Board to forward one (1) conformed copy of this letter to the Chief Administrative Office, Capital Projects Division and four (4) conformed copies of this letter to the Department of Parks and Recreation for distribution.

Respectfully,


For Tim Gallagher
Director

Attachments (4)

al:roosebelvadopt.lwp

c: Chief Administrative Office
Executive Office (22)

ATTACHMENT A

**ADPOTION OF YOUTH EMPLOYMENT PLAN
FOR GENERAL IMPROVEMENTS AT ROOSEVELT PARK
C.P. No. 69229
(First District - 3 - Vote Matter)**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date	Date Completed
1. Land Acquisition	N/A		
2. Environmental Impact Report	N/A		
3. Program	N/A		
4. Schematic Design	N/A		
5. Design Development	N/A		
6. Construction Documents	N/A		
7. Jurisdictional Approval	N/A		
8. Construction Contract Award	11/03		
9. Construction Start	12/03		
10. Beneficial Occupancy	03/04		
11. Final Acceptance	04/04		

II. PROJECT COST SUMMARY

Cost Category	Estimated Project Cost	Impact of Proposed Action	Revised Project Cost	Expenditures & Encumbrance To Date
1. Land Acquisition	N/A	N/A	N/A	N/A
2. Plans and Specifications	N/A	N/A	N/A	N/A
3. Plan Review	N/A	N/A	N/A	N/A
4. Make-Ready Activities	N/A	N/A	N/A	N/A
5. Construction				
a. Contract	\$89,200	\$0	\$89,200	\$0
b. Change Orders and Contingencies	\$8,913	\$0	\$8,913	\$0
6. Equipment	N/A	N/A	N/A	N/A
7. Consultant Services	N/A	N/A	N/A	N/A
8. County Services	N/A	N/A	N/A	N/A
9. Other (At-risk Youth)*	\$132,583	\$0	\$132,583	\$0
TOTAL	\$230,696	\$0	\$230,696	\$0

Includes youth employment and materials.

ATTACHMENT B**ADOPTION OF YOUTH EMPLOYMENT PLAN
FOR GENERAL IMPROVEMENTS AT BELVEDERE PARK****Fund Org. No. 27640
(First District - 3 - Vote Matter)****I. PROJECT SCHEDULE**

Project Activity	Scheduled Completion Date	Revised Completion Date	Date Completed
1. Land Acquisition	N/A		
2. Environmental Impact Report	N/A		
3. Program	N/A		
4. Schematic Design	N/A		
5. Design Development	N/A		
6. Construction Documents	N/A		
7. Jurisdictional Approval	N/A		
8. Construction Contract Award	11/03		
9. Construction Start	12/03		
10. Beneficial Occupancy	03/03		
11. Final Acceptance	04/04		

II. PROJECT COST SUMMARY

Cost Category	Estimated Project Cost	Impact of Proposed Action	Revised Project Cost	Expenditures & Encumbrance To Date
1. Land Acquisition	N/A	N/A	N/A	N/A
2. Plans and Specifications	\$0	\$0	\$0	\$0
3. Plan Review	\$0	\$0	\$0	\$0
4. Make-Ready Activities	N/A	N/A	N/A	N/A
5. Construction				
a. Contract	\$69,000	\$0	\$69,000	\$0
b. Change Orders and Contingencies	\$4,250	\$0	\$4,250	\$0
6. Equipment	N/A	N/A	N/A	N/A
7. Consultant Services	N/A	N/A	N/A	N/A
8. County Services	N/A	N/A	N/A	N/A
9. Other (At-risk Youth)*	\$6,750	\$0	\$6,750	\$0
TOTAL	\$80,000	\$0	\$80,000	\$0

Includes youth employment and materials

ATTACHMENT C

**COUNTY of LOS ANGELES
DEPARTMENT OF PARKS & RECREATION
ROOSEVELT PARK
GENERAL IMPROVEMENTS
YOUTH EMPLOYMENT PLAN**

Background:

The proposed work at Roosevelt Park will consist of building an 8,500 square foot skate park. Skatewave ramps will be installed on a concrete pad scheduled for resurfacing. Additionally, 2 bleachers on concrete pads, security fencing, 4 trash receptacles, landscape and irrigation refurbishments, informational signage, and one ADA drinking fountain will be installed. The total estimated construction cost for this project is \$230,696.

Tasks that will be performed by at-risk youth:

- Demolition of guard rail and mow curb
- Planting of shrubs, and sod
- Planting 6 24-inch boxed trees
- Installation of 2 concrete bleacher pads and bleachers
- Installation of information signage
- Installation of 4 concrete trash receptacle pads
- Installation of 4 trash receptacles
- Resurface concrete skate pad
- Installation of Skatewave ramps

Estimated Cost of Youth Employment:

Total estimated hours of youth employment:	1722
Cost per hour:	x \$9.50
Total estimated cost of youth employment:	\$ 16,359.00

Estimated Cost of Materials: \$ 116,224.00

Method of Youth Employment:

Youth employees will be referred by Los Angeles County, Department of Children and Family Services. In addition, youth will be supervised by a Crew Instructor employed by the Department's East County Community Services Agency.

Youth Employment Goal:

Under the provisions of the Los Angeles County Regional Park and Open Space District (the District) policy on employment of at-risk youth, the Youth Employment Minimum Obligation (YEMO) of the County of Los Angeles is \$15,739,750 (equal to fifty percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996).

The Department is actively pursuing employment opportunities for at-risk youth on all projects. The current plan to meet the YEMO for the Department, and documented at-risk youth employment accomplished to date, are as follows:

	<u>YEMO GOAL</u>	<u>ACCOMPLISHED</u>	<u>REMAINING</u>
Project Support	\$5,246,583	(\$659,969)	\$4,586,614
Maintenance	\$5,246,583	(\$222,052)	\$5,024,531
Other new youth employment (various parks and other County programs)	<u>\$5,246,584</u>	<u>(\$677,616)</u>	<u>\$4,568,968</u>
YEMO Totals	\$15,739,750	\$1,559,637	\$14,180,113

ATTACHMENT D

COUNTY of LOS ANGELES DEPARTMENT OF PARKS & RECREATION BELVEDERE PARK GYMNASIUM FLOOR REPLACEMENT YOUTH EMPLOYMENT PLAN

Background:

The proposed work at Belvedere Park will consist of removing an existing gymnasium wood flooring and subflooring track system, and installing a polyurethane floor system. The total estimated construction cost for this project is \$80,000.

Tasks that will be performed by at-risk youth:

- Removal of existing wood flooring
- Removal of subflooring track

Estimated Cost of Youth Employment:

Total estimated hours of youth employment:	500
Cost per hour:	x \$9.50
Total estimated cost of youth employment:	\$ 4,750.00

<u>Estimated Cost of Materials:</u>	\$ 2,000.00
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Method of Youth Employment:

Youth employees will be provided by Los Angeles County, Department of Children and Family Services through a Departmental Service Order. In addition, they will be supervised by a Crew Instructor employed by the Department's East County Community Services Agency.

Youth Employment Goal:

Under the provisions of the Los Angeles County Regional Park and Open Space District (the District) policy on employment of at-risk youth, the Youth Employment Minimum Obligation (YEMO) of the County of Los Angeles is \$15,739,750 (equal to fifty percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996).

The Department is actively pursuing employment opportunities for at-risk youth on all projects. The current plan to meet the YEMO for the Department, and documented at-risk youth employment accomplished to date, are as follows:

	<u>YEMO GOAL</u>	<u>ACCOMPLISHED</u>	<u>REMAINING</u>
Project Support	\$5,246,583	(\$659,969)	\$4,586,614
Maintenance	\$5,246,583	(\$222,052)	\$5,024,531
Other new youth employment (various parks and other County programs)	\$5,246,584	(\$677,616)	\$4,568,968
YEMO Totals	\$15,739,750	\$1,559,637	\$14,180,113

PARKS AND RECREATION
NEW FACILITIES

PARK PROJECT NAME: **ROOSEVELT PARK - SKATE PARK**

AGENCY: East

PROJECT DESCRIPTION/SCOPE:

Develop an 8,500 sq. ft. Skate Park in place of the existing Roller Hockey Rink. This skate park will include modular SkateWave ramp sets, two bleachers, fencing and four trash receptacles with security mounting, planting of one tree and turf, signage and one ADA drinking fountain.

DISTRICT: 1st

PARK ACREAGE: 24.58

PROJECT MANAGER/CONTACT(S):

Project Manager Andy Lopez DPR, Grant Application - Susan Goodwin DPR

COMPLETION

FUNDING SOURCE(S):

DATE: Feb-04

- Safe Neighborhood Parks Proposition of 1992, under Section (8), Subsection (a), Paragraph (1), provided \$44,771;
- Safe Neighborhood Parks Proposition of 1996, under Section (3), Subsection (a), Paragraph (1), Subparagraph (VV), provided \$24,425;

EXPENDITURES

FY 03-04 FC

FY

FY TOTAL

ONE-TIME	ON-GOING	TOTAL
\$700	0	\$700
0	0	\$0
0	0	\$700
\$700	\$0	\$700

	REQUEST			RECOMMENDED		
	Qty	Unit Price	Amount	Qty	Unit Price	Amount
ONE-TIME COSTS:						
S&S						
Handheld Blower	1	\$700	\$700	1	\$700	\$700
Skateboard Ramps		8,000	8,000		0	0
		0	0		0	0
TOTAL S&S:			\$8,700			\$700
FIXED ASSETS						
TOTAL FIXED ASSETS:			\$0			\$0
TOTAL ONE-TIME COSTS:			\$8,700			\$700
ON-GOING COSTS:						
S&EB						
GMW I, temp	522	\$15.10	\$7,881		\$0	\$0
Recreation Services Ldr., temp	1,044	12.15	12,688		0	0
TOTAL S&EB:			\$20,569			\$0
S&S:						
Utilities		\$1,500	\$1,500		\$0	\$0
Sports Supplies		5,000	5,000		0	0
Maintenance Supplies		2,500	2,500		0	0
		0	0		0	0
TOTAL S&S:			\$9,000			\$0
TOTAL ONGOING COSTS:			\$29,569			\$0
GRAND TOTAL:			\$38,269			\$700

NOTES:

**PARKS AND RECREATION
NEW FACILITIES**

PARK NAME

BELVEDERE GYMNASIUM FLOOR

AGENCY:

East

Description of Project:

Refurbishment to include installing a polyurethane synthetic flooring system and striping. At-risk youth work will include removal of existibng gymnasium wood flooring and its underlayment.

DISTRICT:

1st

Project Manager/Contact:

Andy Lopez, DPR

PARK ACREAGE:

39.1

Funding Source's)

Prop A \$80,000

COMPLETION

DATE:

Feb-04

EXPENDITURES

	REQUESTED			RECOMMENDED		
	Qty	Unit Price	Amount	Qty	Unit Price	Amount
ONE-TIME COSTS:						
S&S						
		\$0	\$0		\$0	\$0
					0	0
TOTAL S&S:			\$0			\$0
FIXED ASSETS						
TOTAL FIXED ASSETS:			\$0			\$0
TOTAL ONE-TIME COSTS:			\$0			\$0
ON-GOING COSTS:						
S&EB						
		\$0	\$0		\$0	\$0
					0	0
TOTAL S&EB:			\$0			\$0
S&S:						
		\$0	\$0		\$0	\$0
					0	0
					0	0
		0	0		0	0
		0	0		0	0
TOTAL S&S:			\$0			\$0
TOTAL ONGOING COSTS:			\$0			\$0
GRAND TOTAL:			\$0			\$0

FY

FY

FY

TOTAL

ONE-TIME	ON-GOING	TOTAL
\$0	0	\$0
0	0	\$0
0	0	\$0
\$0	\$0	\$0

NOTES: